

**FILED**

FEB - 4 1991

STATE OF OKLAHOMA

EXECUTIVE DEPARTMENT

OKLAHOMA SECRETARY  
OF STATE

EXECUTIVE ORDER 91-3

WHEREAS, our system of government is dependent upon the people maintaining the highest trust and confidence in their state officials; and

WHEREAS, state officials are entrusted by the public to act in behalf of the general good of the citizens; and

WHEREAS, the operation of democratic government requires that state officials be independent, impartial and responsible to the people; and

WHEREAS, employment with the State of Oklahoma provides individuals with an opportunity to apply their skills in behalf of their own careers while being of service to the public; and

WHEREAS, state officials and the public they serve would benefit from a clear statement of the principles of conduct expected of state officials,

NOW THEREFORE, by virtue of the authority vested in the Office of the Governor by the Constitution and the laws of the State of Oklahoma, I hereby order the following:

1. All state officials in the Executive Branch shall adhere to the following Code of Conduct during my term of office.

STATE OFFICIALS CODE OF CONDUCT

Each State Official shall:

- \* Demonstrate the highest standards of personal integrity, truthfulness, honesty and fortitude in all public activities in order to inspire public confidence and trust in public institutions.
- \* Not realize inappropriate personal gain from the performance of official duties, in concert with the letter and spirit of State Ethics laws.
- \* Avoid any interest or activity which is in conflict with the conduct of official duties.
- \* Support, implement and promote selection based on merit in employment and programs of affirmative action to ensure equal employment opportunity by recruitment, selection and advancement of qualified persons from all elements of society.
- \* Eliminate all forms of illegal discrimination, fraud and mismanagement of public funds, and support the efforts of co-workers and others to correct such discrimination, fraud, mismanagement or abuse.
- \* Serve the public with respect, concern, courtesy and responsiveness, recognizing that service to the public is beyond service to oneself.
- \* Respect and protect the privileged information which is used in the course of official duties.
- \* Exercise authority granted by law to promote the public interest.

- \* Strive for personal professional excellence and accept as a personal duty the responsibility to keep up to date on emerging issues and to administer the public's business with professional competence, fairness, impartiality, efficiency and effectiveness.

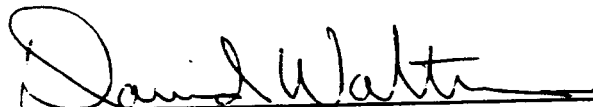
2. As used in this Order, the term "state officials" means all state administrators, managers, commissioners and those otherwise in positions whose principal duties are to formulate policy, participate directly or indirectly in the preparation, review or award of contracts, leases or other financial arrangements for the State of Oklahoma, and those with responsibility to direct implementation of policy matters related to the performance of the functions of a state agency, department, board or commission.

3. Each state agency, department, board and commission shall provide all agency officials with a copy of the Code of Conduct and shall conspicuously display or post this Code of Conduct in all agency offices.

4. It is hereby directed that the Office of Personnel Management shall distribute a copy of this Order to all appointing authorities of Executive Branch agencies of the State of Oklahoma.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Great Seal of the State of Oklahoma to be affixed at Oklahoma City on this 4th day of February, 1991.

BY THE GOVERNOR OF THE STATE OF OKLAHOMA

  
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David Walters

ATTEST:

  
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Secretary of State